

ADMINISTRATIVE OFFICE OF THE COURTS  
 100 MILLCREEK PARK  
 FRANKFORT, KY 40601-9230  
 Court of Justice website: [www.kycourts.ky.gov](http://www.kycourts.ky.gov)

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® means the form is restricted to Kentucky Court of Justice personnel only

## OFFICE FORMS

|        |                                                                                 |       |
|--------|---------------------------------------------------------------------------------|-------|
| FNC    | KCOJ Notecards with plain envelope                                              |       |
| FN     | AOC Notepads                                                                    |       |
| FS     | AOC Letterhead (AOC use only)                                                   |       |
| FERA   | AOC Envelope - #10 WW (AOC use only)                                            |       |
| FEWRA  | AOC Envelope – Window #10 WW (AOC use only)                                     |       |
| FEWRA9 | AOC Envelope – Window #9 WW (AOC use only)                                      |       |
| FL     | AOC Mailing Label (for AOC use only)                                            |       |
| T      | Travel Voucher                                                                  |       |
| T-2    | Travel Voucher Continuation                                                     |       |
| T-3    | Out-of-State Travel (Electronic Version only)                                   | ‘3-12 |
| 001-3  | AOC Application (obtain form Personnel only)                                    | 12-08 |
| 1      | Personnel Action Request                                                        | 10-03 |
| 2      | Request for Leave                                                               | 4-01  |
| 3      | Commodity/Service Request                                                       | 3-12  |
| 3A     | Request for Equipment, Furniture                                                | 1-01  |
| 3B     | Request for Supplies                                                            | 1-01  |
| 3C     | Request for Service                                                             | 1-01  |
| 4      | Monthly Trip Report                                                             | 10-04 |
| 5      | Time & Attendance Report                                                        | 2-08  |
| 5B     | Monthly Time & Attendance Report/Clerks                                         | 7-03  |
| 6      | Forms & Printing Requisition                                                    | 3-00  |
| 7      | Court Reporters Invoice/Explanation                                             | 5-05  |
| 7.1    | Court Reporters Invoice Explanation/Pauper Transcripts                          | 1-08  |
| 8      | Register of Long Distance Calls                                                 | 2-05  |
| 12     | Jury Parking                                                                    | 12-03 |
| 13     | AOC Print Shop Proof Card (Print Shop use only)                                 | 7-02  |
| 14     | Ct of Justice Direct Deposit Form                                               | 5-09  |
| 15     | Vehicle Log Sheet (for AOC Facilities only)                                     | 5-09  |
| 16     | Publication Request (for AOC Public Information only)                           | 8-12  |
| 17     | Request for Review of Forms/Publications (AOC department use smart form)        |       |
| 18     | Legal Approval for Printing/Distributing of Forms/Publications (AOC Legal Only) |       |
| 19     | Inter-Departmental Request for Legal Services by the Office of                  |       |

|         |                                                                                                                                |       |
|---------|--------------------------------------------------------------------------------------------------------------------------------|-------|
|         | General Counsel (AOC departmental use-smart form only)                                                                         |       |
| 20      | Subpoena (AOC Office of General Counsel only)                                                                                  |       |
| 21      | Telephone Inquiry (AOC Office of General Counsel only)                                                                         |       |
| 22      | Judicial Center Groundbreaking                                                                                                 | 8-09  |
| 1001    | Job Ticket Transmittal (Print Shop use only)                                                                                   | 9-02  |
| 1002    | Office Supplies Order Form                                                                                                     | 1-01  |
| 1003    | Office Supplies Order Form Continuation                                                                                        | 1-01  |
| 1009    | Direct Bill Authorization                                                                                                      | 10-01 |
| BG-1    | Request for Grant Application Approval(smart form only)                                                                        |       |
| BG-2    | Grant Application Agreement(smart form only)                                                                                   |       |
| BG-3    | Grant Impact Statèrent Questionnaire (smart form only)                                                                         |       |
| BG-4    | Grant Impact Statement(smart form only)                                                                                        |       |
| ED-1    | Office for Judicial Branch Education Request for<br>Conference/Function (AOC Education only – smart form only)                 | 1-11  |
| ED-2    | Office for Judicial Branch Education-Education Specialist<br>Conference Planning form(AOC Education only – smart form<br>only) | 12-06 |
| ED-3    | General Release Form(AOC Education only – smart form only)                                                                     | 12-06 |
| ED-4    | Office for Judicial Branch Education Video/Education<br>Specialist(AOC Education only – smart form only)                       | 3-10  |
| ®INT-1  | Statement for Interpreting Services                                                                                            | 12-07 |
| ®INT-2  | PTS Interpreter Program Continuing Education                                                                                   | 6-09  |
| INT-3   | PTS Court Program Acceptance of the Kentucky Certification<br>Policy (smart form only)                                         | 6-09  |
| INT-4   | PTS Interpreter Program Certification Request Form for<br>Criminal Background Check (smart form only)                          | 6-09  |
| INT-5   | Interpreting Services Information Form(smart form only)                                                                        | 6-09  |
| INT-6   | PTS Interpreter Program. Acceptance of Interpreter Oath And<br>Code of Professional Responsibility (smart form only)           | 6-09  |
| INT-7   | Release Form(smart form only)                                                                                                  | 6-09  |
| INT-8   | Statement of Court Observation                                                                                                 | 6-09  |
| INT-9   | Court Interpreter Request Form (pdf only)                                                                                      | 9-10  |
| INT-10  | Request for Interpreter/Assistive Technology (Deaf/Hard of<br>Hearing)                                                         | 3-11  |
| INT-11  | Request for Interpreter/Assistive Technology (Attorney who is<br>Deaf/Hard of Hearing)                                         | 3-11  |
| OSH-1.0 | Court of Justice Incident Report – Non KCOJ Personnel                                                                          | 10-12 |
| Per-1.3 | Appointment to Federally Funded Time-Limited Position (smart<br>form only)                                                     | 6-04  |
| Per-1.4 | Employment Record Check                                                                                                        | 6-11  |
| Per-1.5 | COJ Final Decision (pending)                                                                                                   |       |
| Per-1.6 | Senior Clerk Acknowledgment                                                                                                    | 12-07 |
| Per-1.7 | Senior Clerk Timesheet                                                                                                         | 12-07 |
| Per-1.8 | District Judge Assoc. Payroll Deduction                                                                                        | 1-08  |
| Per-1.9 | Circuit Judge Assoc. Payroll Deduction                                                                                         | 1-08  |
| Per-2.0 | Circuit Clerk Assoc. Payroll Deduction                                                                                         | 3-09  |
| Per-2.1 | Request for Senior Clerk                                                                                                       | 7-12  |

|         |                                |       |
|---------|--------------------------------|-------|
| Per-2.2 | Senior Clerk Evaluation        | 2-08  |
| Per-2.3 | AOC Job Posting Request Form   | 2-08  |
| Per-2.4 | AOC Hiring Recommendation Form | 12-08 |

### **JURY FORMS**

|        |                                     |       |
|--------|-------------------------------------|-------|
| 005    | Juror Summons                       | 10-07 |
| 005-A  | Juror Qualification                 | 1-08  |
| 006    | Juror Notification                  | 9-09  |
| ®010   | Order Excusing/Postponing Jury Duty | 9-02  |
| 012    | Jury Parking                        | 12-03 |
| 013    | Juror Strike Sheet                  | 12-11 |
| ®015   | Certificate of Service – Jury       | 5-09  |
| ®016   | Certificate of Oath – Judges        | 12-06 |
| ®016-A | Certificate of Oath – Clerks        | 1-03  |
| 020    | Certificate of Appreciation         | 7-98  |

### **CIVIL & CRIMINAL ACTIONS**

|       |                                                                           |       |
|-------|---------------------------------------------------------------------------|-------|
| 024   | Order to Remain on Docket                                                 | 2-07  |
| 025   | Subpoena                                                                  | 5-03  |
| 025.1 | Subpoena – Civil                                                          | 3-09  |
| ®030  | Order Setting for Trial Hearing                                           | 6-03  |
| 031   | Notice of Firearm Prohibition                                             | 6-11  |
| 032   | Petition/Motion for Removal of Firearm                                    | 6-11  |
| 033   | Order Granting/Denying Petition/Motion for Removal of Firearm Prohibition | 6-11  |
| 034   | Personal Identifier Data Sheet                                            | 6-11  |
| ®035  | Warrant of Arrest (Bench Warrant)                                         | 9-10  |
| 040   | Waiver of Recording                                                       | 8-02  |
| ®050  | Notice/Order to Dismiss for Lack of Prosecution                           | 6-08  |
| 055   | Court Calendar Cards                                                      | 1-07  |
| 056-1 | Petition for & Writ of Forcible Entry (Jefferson Co. Only)                | 6-09  |
| ®060  | Certification of Court Records                                            | 12-10 |
| 061   | Clerk's Certificate                                                       | 11-06 |
| 065   | Certification Act of Congress                                             | 9-08  |
| 066   | Rpt. Of Adult/Child/DNA (pending)                                         | 6-07  |
| 067   | Change/Transfer to New Case # Form (pending)                              | 1-08  |
| ®068  | Order of Arrest (Civil Contempt)                                          | 1-08  |

### **APPEALS**

|      |                                                       |       |
|------|-------------------------------------------------------|-------|
| 070  | KY Court of Appeals Civil Appeal Prehearing Statement | 2-10  |
| ®076 | Certification of Record on Appeal                     | 10-11 |
| ®080 | Notice of Death Sentence Review (Clerk)               | 4-01  |

085 Report of Trial Judge When Death Penalty is Imposed 8-11

### CIVIL ACTIONS

|        |                                                                                          |       |
|--------|------------------------------------------------------------------------------------------|-------|
| 105    | Civil Summons                                                                            | 1-07  |
| 106    | Writ of Attachment                                                                       | 11-99 |
| 110    | Appointment of Warning Order Atty                                                        | 2-07  |
| 115    | Appointment of Guardian <i>ad Litem</i>                                                  | 1-03  |
| 120    | Third Party Summons                                                                      | 4-01  |
| 122    | Notice of Transfer of Action                                                             | 3-12  |
| ®125   | Default Judgment                                                                         | 10-07 |
| 130    | Bill of Costs                                                                            | 4-01  |
| 135    | Execution Form & Order                                                                   | 7-10  |
| 135.1  | Affidavit to Challenge Execution                                                         | 8-03  |
| ®135.2 | Judgment (Exempt Property/Execution)                                                     | 3-01  |
| ®140   | Order for Sale (Venditioni Exponas)                                                      | 4-01  |
| 141    | Order Referring Case to Master Commissioner                                              | 1-11  |
| ®141S  | Order Referring Case to Master Commissioner for Judicial Sale                            | 1-11  |
| ®141SP | Order Referring Case to Special Master Commissioner for Judicial Sale                    | 1-11  |
| 145    | Affidavit for Writ of Non-Wage Garnishment                                               | 9-10  |
| 150    | Notice of Rights to Assert Exemption to Wage Garnishment                                 | 7-09  |
| 150.1  | Order of Garnishment (Non-Wage)                                                          | 1-08  |
| 150.2  | Affidavit to Challenge Garnishment                                                       | 5-03  |
| 150.3  | Garnishment Challenge Order                                                              | 9-03  |
| 150.4  | Sheriff's Return for Wage Garnishment                                                    | 5-06  |
| ®150.5 | Affidavit & Supplemental Order of Wage Garnishment                                       | 2-05  |
| ®152   | Uniform Child Support Order                                                              | 6-12  |
| 155    | Supersedeas Bond                                                                         | 12-10 |
| 160    | Notice & Affidavit of Foreign Judgment Registration                                      | 1-08  |
| 165    | Notice of Registration of Foreign Child Custody Order (UCCJEA)                           | 7-04  |
| 166    | Confirmation of Registration of Foreign Child Custody Order (UCCJEA)                     | 7-04  |
| 175    | Small Claims Complaint                                                                   | 5-11  |
| 180    | Small Claims Summons                                                                     | 12-01 |
| 185    | Small Claims Counter-Claim                                                               | 5-11  |
| ®190   | Small Claims Judgment                                                                    | 10-07 |
| 191    | Motion for Satisfaction of Judgment                                                      | 5-11  |
| 191.1  | Order Entry of Satisfaction of Judgment                                                  | 5-11  |
| 195    | Small Claims Agreed Order                                                                | 4-01  |
| 197    | Small Claims Post Judgment Interrogatories                                               | 2-08  |
| ®198   | Small Claims Post-Judgment/Motion/Order Requiring Losing Party To Answer Interrogatories | 4-12  |
| ®199   | Small Claims Settlement Agreement & Order                                                | 2-03  |
| ®200   | Paternity Judgment                                                                       | 1-11  |
| ®201   | Petition/Order for Permission to Marry                                                   | 5-12  |

|         |                                                                                             |       |
|---------|---------------------------------------------------------------------------------------------|-------|
| ®205    | Order Appointing Public Defender w/Partial Fee Determination                                | 12-03 |
| ®206    | Order for Partial Fee                                                                       | 9-02  |
| ®207    | Order for Recovery of Necessary Expense in Defense of Indigent                              | 8-02  |
| 215     | Eviction Notice: Notice of Eviction Hearing Trial by Court                                  | 1-03  |
| 216     | Forcible Detainer Complaint                                                                 | 10-08 |
| 217     | Judgment In Favor of Plaintiff (forcible detainer)                                          | 3-12  |
| 218     | Forcible Detainer Settlement Agreement                                                      | 3-12  |
| ®220    | Eviction Notice: Warrant for Possession                                                     | 3-04  |
| ®224    | Order Recalling Bench Warrant                                                               | 6-06  |
| 237     | Status Quo Order                                                                            | 1-11  |
| 238     | Preliminary Verified Disclosure                                                             | 1-11  |
| 239     | Final Verified Disclosure Statement                                                         | 1-11  |
| 240     | Notice of Filing (Domestic Relations Commissioner's Report/Master Commissioner's Report     | 7-05  |
| ®245    | Dissolution of Marriage Findings of Fact/Conclusions of Law                                 | 4-09  |
| 250     | Certificate of Dissolution of Marriage                                                      | 2-10  |
| 260     | Abortion Petition                                                                           | 4-01  |
| ®261.1  | Order Granting Abortion                                                                     | 8-97  |
| ®261.2  | Order Denying Abortion                                                                      | 8-97  |
| 262     | Notice of Appeal on Denial of Self-Consent Abortion Petition by a Minor                     | 4-01  |
| 270     | Writ of Habeas Corpus Circuit Court                                                         | 2-09  |
| ®275    | Domestic Violence Summons                                                                   | 7-10  |
| 275.1   | Domestic Violence Petition/Motion                                                           | 1-11  |
| ®275.2  | Emergency Order of Protection & Summons                                                     | 6-11  |
| ®275.3  | Order of Protection (DVO/Amended DV Order)                                                  | 6-11  |
| ®275.4  | Domestic Violence Forthwith Order of Arrest                                                 | 4-02  |
| ®275.5  | Domestic Violence Show Cause Order                                                          | 3-02  |
| ®275.6  | Motion to Amend Prior Domestic Violence Order                                               | 5-03  |
| ®275.7  | Warrant of Arrest-Domestic Violence Bench Warrant                                           | 3-03  |
| ®275.8  | Temporary Order of Protection Foreign Protective Affidavit & Order                          | 7-10  |
| ®275.9  | Order of Protection Foreign Protective Affidavit & Order                                    | 7-10  |
| ®275.10 | Amended Order of Protection & Affidavit for Certified Foreign Protective Order              | 7-10  |
| ®275.11 | Amended Temporary Order for Protection & Affidavit for Uncertified Foreign Protective Order | 7-10  |
| 275.12  | Ten Day Notice to Affiant RE: Status of Temporary Foreign Protective Order                  | 4-11  |
| 275.13  | Notice of Impending Expiration                                                              | 7-10  |
| 275.14  | Respondent's Financial Statement                                                            | 7-10  |
| 275.15  | GPMS Order and Notification                                                                 | 7-10  |
| 275.16  | Order Sealing Information Obtained                                                          | 7-10  |
| 275.17  | Personal Identifier Data Sheet                                                              | 7-10  |
| 280     | Notice of Submission of Case for Final Adjudication                                         | 7-02  |
| 290     | Petition to Inspect Adoption Records                                                        | 1-03  |

|        |                                                                                                         |       |
|--------|---------------------------------------------------------------------------------------------------------|-------|
| ®290.1 | Order Granting Request to Inspect or Requiring Cabinet Families & Children to Notify Biological Parents | 1-11  |
| ®290.2 | Order Granting or Denying Request to Inspect Adoption Records                                           | 7-12  |
| ®291   | Order for Fees in Termination of Parental Rights Case                                                   | 7-98  |
| 292    | Appearance Waiver & Consent to Adopt                                                                    | 5-06  |
| 295    | Petition for Name Change                                                                                | 10-08 |
| ®296   | Name Change Order                                                                                       | 3-09  |
| 297    | Petition for Student Driving Priviledge/Reinstatment                                                    | 7-07  |
| 298    | Student Driver's License Order                                                                          | 7-07  |

### CRIMINAL ACTIONS

|        |                                                                                      |       |
|--------|--------------------------------------------------------------------------------------|-------|
| 314    | Criminal Complaint & Arrest Warrant)                                                 | 1-08  |
| ®315   | Criminal Complaint & (Arrest Warrant or Summons)                                     | 1-08  |
| 315.B  | Criminal Complaint with Mediation                                                    | 4-06  |
| ®315.1 | Criminal Complaint                                                                   | 2-03  |
| ®315.2 | Warrant of Arrest (Complaint)                                                        | 5-04  |
| 315.3  | Post-Arrest Complaint                                                                | 3-93  |
| 320    | Indictment                                                                           | 1-08  |
| 325    | Warrant of Arrest on Indictment                                                      | 1-08  |
| 330    | Criminal Summons                                                                     | 6-03  |
| 331    | Application for Deferred Prosecution                                                 | 6-11  |
| 331.1  | Order Acknowledging Deferred Prosecution                                             | 6-11  |
| 332    | Order Terminating Deferred Prosecution                                               | 6-11  |
| 333    | Order Sealing Records for Successful Deferred Prosecution                            | 9-11  |
| 334    | Order Voiding Conviction                                                             | 9-11  |
| 335    | Affidavit for Search Warrant                                                         | 2-03  |
| 336    | Supplemental Order Sealing Records for Successful Deferred Prosecution/Voided        | 8-11  |
| ®340   | Search Warrant                                                                       | 11-12 |
| ®341   | PreTrial Suspension for License Order                                                | 10-08 |
| 341.A  | Order Suspending License for                                                         | 6-09  |
| 341.1  | Diversion Agreement                                                                  | 2-03  |
| ®342   | Confiscation Order for (Operators License or License Plate(s))                       | 9-01  |
| 343    | Certificate of Performance of Community Labor                                        | 2-08  |
| 343.1  | Order for Community Service                                                          | 2-08  |
| 343.2  | Order for Community Service (in lieu of cost)                                        | 2-08  |
| 343.3  | Order for Completion (community service)                                             | 3-08  |
| 343.4  | Order for Jail Time (in lieu of fine/cost)                                           | 3-08  |
| ®345   | Order Granting Pretrial Diversion of Class D Felony (Also file AOC-491 or AOC-491.2) | 2-09  |
| ®346   | Order Voiding Pretrial Diversion of a Class D Felony                                 | 4-01  |
| 347    | Motion for Pretrial Diversion of a Class D Felony                                    | 9-02  |
| 350    | Finan. Statement, Affid. of Indigence, Request Counsel/Odr                           | 5-11  |
| 360    | Sworn Schedule for Bail Bond Secured By Real Estate                                  | 4-09  |

|        |                                                                |       |
|--------|----------------------------------------------------------------|-------|
| 360.1  | Sworn Schedule for Bail Bond                                   | 4-09  |
| 365    | Pretrial Bail Bond                                             | 8-11  |
| 365.2  | Notice of Bail Credit                                          | 6-11  |
| ®366   | Property Bond Lien Release Notification                        | 8-02  |
| 375    | Peace Bond                                                     | 4-01  |
| 376    | Notice to Appeal in Criminal Case                              |       |
| ®380   | Order of Temporary Detention                                   | 1-03  |
| 385    | Release from Custody                                           | 5-04  |
| 385.1  | Release from Custody                                           | 11-10 |
| ®390   | Order for Appearance of Prisoner                               | 1-05  |
| 405    | Arraignment Order (Guilty Plea)                                | 8-07  |
| 410    | Entry of Guilty Plea (For minor cases in District Court)       | 1-08  |
| 415    | Arraignment Order (Not Guilty Plea)                            | 1-05  |
| 420    | Recognizance of Witness                                        | 4-04  |
| 425    | Commitment                                                     | 4-07  |
| 425.1  | Commitment Order / Judgment                                    | 11-10 |
| 426    | Notice of Jail Credit                                          | 6-11  |
| 430    | Confiscation of Contraband Evidence                            | 6-12  |
| 440    | Waiver of Jury Trial                                           | 4-01  |
| ®445   | Judgment & Sentence on Plea of Guilty                          | 2-10  |
| ®446   | Restraining Order (Following Stalking Conviction)              | 9-02  |
| 447    | Fire Arms Notification                                         | 6-11  |
| 450    | Judgment & Sentence on Plea of Not Guilty (Jury Trial)         | 10-02 |
| 454    | Judgment of Registration Designation                           | 4-09  |
| ®455   | Order of Probation/Conditional Discharge                       | 11-09 |
| ®460   | Order on Motion for Shock Probation                            | 3-10  |
| ®461   | Agreed Order for Home Incarceration                            | 1-08  |
| ®465   | Order to Show Cause for Nonpayment of Fine                     | 1-05  |
| ®465.1 | Fine & Cost List/Order to Show Cause for Non-Payment           | 11-10 |
| ®465.2 | Order Def Install Pay Ct Costs & Fines w/Show Cause Odr        | 12-10 |
| ®465.3 | Order Waiving Ct Costs Due to Finding of Indigence             | 11-02 |
| ®465.4 | Order to Appear                                                | 6-07  |
| ®470   | Order Upon Nonpayment of Fine                                  | 9-10  |
| 475    | Waiver of Extradition                                          | 3-04  |
| 480    | Entry of Appearance & Plea of Guilty (Performance Bond)        | 4-01  |
| 485    | Complaining Witness Appearance Bond                            | 4-01  |
| 490    | Acknowledgment of Scheduled Court Appearance                   | 7-11  |
| 491    | Motion to Enter Guilty Plea                                    | 7-12  |
| 491.1  | Commonwealth's Offer on a Plea of Guilty                       | 9-03  |
| 491.2  | Motion to Enter Guilty Plea N. C. v Alford                     | 7-12  |
| 492    | Application for Hardship Driver's License                      | 7-12  |
| 492.1  | Application for Hardship Driver's License                      | 6-09  |
| 492.A  | Affidavit for Hardship Driver's License                        | 1-08  |
| ®493   | Hardship Driver's License Order                                | 11-09 |
| 493.1  | Hardship Driver's License Order (Restitution/Theft)            | 6-09  |
| 493.2  | Order for Driver's License Reinstatement (Reinstitution/Theft) | 6-09  |
| 493.3  | Order Driver's License Reinstatement Granted or Denied         | 6-09  |

|        |                                                                                                                                            |      |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------|------|
| 494    | Notice to Attend Alcohol Driver Education Program                                                                                          | 6-10 |
| 495    | DUI – Guilty Plea                                                                                                                          | 6-10 |
| ®495.2 | Order Requiring Impoundment of License Plate/s                                                                                             | 1-08 |
| ®495.3 | Application & Order for Hardship Vehicle Registration                                                                                      | 1-03 |
| 495.4  | Application to Install Ignition Interlock Device (IID)<br>In Lieu of Plate Impoundment                                                     | 4-01 |
| ®495.5 | Order to Install Ignition Interlock Device (IID) In<br>Lieu of Plate Impoundment                                                           | 1-03 |
| 495.6  | Motion to Install Ignition Interlock Device (IID) (to Reduce<br>License Revocation or In Lieu of License Revocation)                       | 7-02 |
| ®495.7 | Order Granting Permission to Install Ignition Interlock<br>Device (IID) (to Reduce License Revocation or in Lieu of<br>License Revocation) | 7-02 |
| ®496   | Expungement Order (For Misdemeanor or Violation Conviction)                                                                                | 5-11 |
| 496.1  | Notification of Expungement                                                                                                                | 5-11 |
| 496.2  | For Misdemeanor or Violation Conviction Petition/Motion<br>for Expungement                                                                 | 5-11 |
| ®497   | Expungement Order & Certification Form<br>(For Acquittal or Dismissal with Prejudice)                                                      | 3-08 |
| 497.2  | For Acquittal or Dismissal with Prejudice<br>Petition/Motion for Expungement                                                               | 4-08 |
| ®498   | Order for HIV, Hepatitis B and C, and Other Testing                                                                                        | 4-01 |
| 499    | Notice of Court Mandate for HIV Test                                                                                                       | 4-07 |
| ®499.1 | Order for Human Immunodeficiency Virus (HIV) Testing                                                                                       | 9-09 |
| ®499.2 | Order for HIV, Hepatitis B & C, and Other Testing                                                                                          | 4-02 |

### **ACCOUNTING FORMS**

|       |                                                    |       |
|-------|----------------------------------------------------|-------|
| 500   | Cash Receipt-Manual                                | 8-06  |
| 502   | Cash Receipt Batch Control                         | 9-08  |
| 503   | Daily Cash Settlement Sheet                        | 4-08  |
| 503.1 | Daily Cash Settlement (Records Department Only)    | 8-12  |
| 503.2 | Combined Cash Settlement (Records Department Only) | 2-12  |
| 504   | Cash Receipts Journal                              | 7-04  |
| 505.1 | Payable Ledger Card (red)                          | 10-05 |
| 505.2 | Payable Ledger Card (blue)                         | 6-07  |
| 505.3 | Payable Ledger Card (black)                        | 10-03 |
| 505.4 | Payable Ledger Card ( )                            | 10-03 |
| 505.5 | Payable Ledger Card (orange)                       | 10-03 |
| 505.6 | Payable Ledger Card (brown)                        | 10-03 |
| 505.7 | Payable Ledger Card (plain)                        | 10-03 |
| 506   | Pass Through Ledger Card                           | 7-00  |
| 520   | County Disbursement Journal                        | 8-02  |
| 560   | Adjusting Entry                                    | 8-02  |
| 561   | Report to CHR for 4D Alimony & Support Payments    | 8-04  |
| 580   | Bank Reconciliation                                | 9-05  |
| 581   | Outstanding Check List                             | 5-05  |

|       |                                                    |      |
|-------|----------------------------------------------------|------|
| ®582  | Order for Jury & Witness Reimbursement             | 4-05 |
| 582.1 | Jury & Witness Reimbursement Schedule              | 3-03 |
| 584   | Report for Department of Fish & Wildlife           | 3-03 |
| 585   | Jury Fund Report                                   | 5-03 |
| 586   | Summary Financial Report                           | 8-04 |
| 589   | Witness Fund Report                                | 8-04 |
| 590   | Fine & Cost List                                   | 7-08 |
| 591   | Payment Log                                        | 3-11 |
| 593   | Transfer of Cash Receipt Forms                     | 6-07 |
| 594   | Daily Certification of Bond Items to Circuit Clerk | 4-97 |
| 599   | Daily Batch Control Envelope                       | 9-97 |
| 656   | Order for Discharge from CFC/DJJ                   | 1-13 |
| 1004  | Fees Template                                      | 5-09 |

### **HOSPITAL/DISABILITY**

|       |                                                                                          |       |
|-------|------------------------------------------------------------------------------------------|-------|
| 700A  | Verified Petition for Involuntary Treatment<br>(Alcohol/Drug Abuse)                      | 10-06 |
| ®701A | Hearing, Exam & Appt of Counsel Notice & Order<br>(Involuntary Treat-Alcohol/Drug Abuse) | 6-10  |
| ®702A | Summons Involuntary Treatment (Alcohol/Drug Abuse)                                       | 10-06 |
| ®703A | Certification of Qualified Health Professional Invol Treatment<br>(Alcohol/Drug Abuse)   | 10-06 |
| ®704A | Judgment & Order for Involuntary Treatment (Alcohol/Drug<br>Abuse)                       | 10-06 |
| ®704B | Order 72 Hour Hospitalization (Alcohol/Drug Abuse)                                       | 10-06 |
| ®705A | Sheriff Transport & Examination (Inventory Treatment –<br>Alcohol/Drug Abuse)            | 10-06 |
| 706   | Hospitalization/Disability Summons                                                       | 1-13  |
| 710   | Verified Petition for Involuntary Hospitalization/Admission                              | 7-11  |
| ®711  | Examination & Transport Order (72 Hour Evaluation)                                       | 5-12  |
| ®712  | Certification of QMHP for 72 Hour Hospitalization                                        | 11-08 |
| ®713  | Order Granting/Denying for 72 Hour Hospitalization                                       | 3-06  |
| ®715  | Order of Counsel & Setting Preliminary Hearing                                           | 7-11  |
| ®720  | Examination Odr. & Exam. Certif. For Involuntary Hosp/Adm.                               | 7-11  |
| ®724  | Community Based Outpatient Treatment Agreed Order                                        | 4-02  |
| ®725  | Findings of Probable Cause                                                               | 11-11 |
| ®726  | Order Setting Final Hearing                                                              | 7-11  |
| ®730  | Judgment & Order for 60 or 360 Days Invol. Hospitalization                               | 11-11 |
| 735   | Petition to Set Hearing to Determine Invol. Participation in<br>Treatment of Person      | 7-02  |
| ®736  | Order to Set Hearing to Determine Involuntary Participation<br>in Treatment of Person    | 2-11  |
| 740   | Petition to Determine if Disabled                                                        | 5-04  |
| 745   | Application for Appointment of Fiduciary for Disabled Persons                            | 3-03  |
| 747   | Petition/Application for Emergency Appointment of Fiduciary                              | 7-03  |
| ®748  | Order for Emergency Appointment of Fiduciary                                             | 6-12  |

|      |                                                                                  |       |
|------|----------------------------------------------------------------------------------|-------|
| ®750 | Order for Examination                                                            | 2-10  |
| ®755 | Order Appointing Counsel                                                         | 7-11  |
| ®760 | Order Awarding Fees                                                              | 7-11  |
| 765  | Report of Interdisciplinary Evaluation Team                                      | 10-10 |
| ®770 | Order of Appointment of Conservator                                              | 11-11 |
| ®775 | Order of Appointment of Guardian                                                 | 11-11 |
| 777  | Verified Petition for the Voluntary Appointment of Guardian or Conservator, etc. | 8-03  |
| ®780 | Order Setting for Hearing                                                        | 7-11  |
| ®785 | Disability Judgment                                                              | 3-07  |
| 790  | Annual Report of Guardian                                                        | 12-03 |
| 795  | Petition for Relief, Modification or Termination                                 | 7-11  |
| 796  | Standard Power of Attorney for Medical/School Decision Making                    | 2-08  |

### **PROBATE MATTERS**

|       |                                                                                                |       |
|-------|------------------------------------------------------------------------------------------------|-------|
| 805   | Petition                                                                                       | 10-05 |
| ®806  | Order Probating Will & Appointing Executor/Executrix                                           | 12-03 |
| 807   | Certificate of Qualification                                                                   | 6-10  |
| 820   | Petition for Appointment of Trustee Under Will                                                 | 8-11  |
| 825   | Fiduciary Bond                                                                                 | 8-12  |
| 830   | Petition/Order to Dispense with Administration (Surviving Spouse, Children/Preferred Creditor) | 7-12  |
| ®840  | Order Appointing Fiduciary                                                                     | 12-02 |
| 840.1 | Order Appointing Public Administrator and/or Guardian                                          | 10-11 |
| 841   | Inventory & Appraisement of Estate                                                             | 7-12  |
| ®845  | Notice of Failure to File Inventory/Settlement/Report                                          | 9-09  |
| 846   | Settlement of Estate                                                                           | 3-00  |
| ®850  | Informal Final Settlement: Affidavit, Motion & Order                                           | 6-12  |
| 851   | Affidavit of Waiver of Formal Settlement                                                       | 1-02  |
| 852   | Petition for Appointment as Guardian/Conservator for Minor                                     | 10-10 |
| 853   | Application for Appointment as Guardian/Conservator for Minor                                  | 5-04  |
| ®854  | Order of Appointment of Guardian/Conservator for Minor                                         | 8-02  |
| 855   | 60 Day Inventory or Supplemental Inventory                                                     | 10-12 |
| 856   | Periodic/Final Settlement of Guardian/Conservator for Minor and/or Disabled Person             | 10-12 |
| 857   | Application for and Declaration of Death due to a Catastrophic Event                           | 7-02  |
| 858   | Petition by Crematory to Authorize Cremation of Decedent                                       | 9-10  |
| 859   | Petition to Prevent Cremation of Decedent                                                      | 12-03 |
| 860   | Affidavit for Probate Fee Exemption and Order                                                  | 6-12  |

### **CLERK'S RECORD KEEPING FUNCTIONS**

|       |                                   |       |
|-------|-----------------------------------|-------|
| 905   | Civil Docket                      | 10-09 |
| 905.1 | Civil Docket (continuation sheet) | 7-87  |

|       |                                          |       |
|-------|------------------------------------------|-------|
| 906.1 | Civil Docket (1 <sup>st</sup> page only) | 3-88  |
| 950   | Calendar                                 | 11-87 |
| 955   | Recording Log                            | 9-02  |

## JUVENILE FORMS

|         |                                                                                   |       |
|---------|-----------------------------------------------------------------------------------|-------|
| JV-1    | Juvenile Complaint/Petition (Status/Public Offender)                              | 5-11  |
| JV-1.1  | Notification of Charge Juvenile Petition                                          | 2-10  |
| JW-2    | Notice of Right to Special Review                                                 | 3-93  |
| JW-3    | Waiver of Special Review Public Offense                                           | 2-05  |
| JW-4    | Preliminary Inquiry Notice Status Offense                                         | 2-05  |
| JW-6    | Notice Regarding a Conference for a Public or Status Offense<br>Complaint         | 2-05  |
| JW-7    | Preliminary Inquiry Notice Public Offense                                         | 2-05  |
| JW 8.1  | Preliminary Inquiry Formal Court                                                  | 3-10  |
| JW-9    | Diversion Agreement                                                               | 2-05  |
| JW-10   | Release of Information                                                            | 2-05  |
| JW-11   | Unsuccessful Diversion Conference                                                 | 2-05  |
| JW-12   | Public offense Recommendation to                                                  | 1-11  |
| JW-13   | Juvenile Tracking Card                                                            | 9-03  |
| ®JV-14  | Mental Health Transportation Order                                                | 11-11 |
| ®JV-15  | Temporary Custody Order (Status Offenses)                                         | 1-08  |
| ® JV-16 | Order for Medical Examination or Treatment of Juvenile                            | 11-04 |
| JV-17   | Juvenile Summons                                                                  | 3-03  |
| JV-18   | Promise to Appear in Juvenile Proceeding                                          | 8-07  |
| JV-19   | Juvenile Summons for Witness                                                      | 10-02 |
| JV-23   | Verified Petition for Involuntary Hospitalization                                 | 11-11 |
| ®JV-24  | Order Granting Emergency Hospitalization & Evaluation<br>(Juvenile Mental Health) | 11-11 |
| ®JV-25  | Order Denying Petition for Emergency Hospitalization                              | 11-11 |
| ®JV-26  | Judgment & Order for 60 Days or 180 Days Hospitalization                          | 8-12  |
| ®JV-27  | Order Denying Petition for Involuntary Hospitalization (or<br>Recertification)    | 1-08  |
| ®JV-28  | Youthful Offender Transfer Hearing Order                                          | 7-99  |
| ®JV-29  | Order for Expungement of Juvenile Record                                          | 7-12  |
| JV-30   | Petition for Expungement of Juvenile Record                                       | 10-07 |
| JV-31   | Juvenile Status or Delinquency Disposition                                        | 1-11  |
| ®JV-32  | Order to Take Juvenile into Custody                                               | 2-05  |
| ®JV-34  | Juvenile Detention Order for Public Offense                                       | 12-03 |
| ®JV-35  | Juvenile Detention Order for Status Offense                                       | 11-07 |
| JV-36   | Juvenile Status Offender Order                                                    | 1-11  |
| JV-36.1 |                                                                                   | 3-12  |
| JV-38   | Affidavit and Beyond Control of                                                   | 1-11  |
| JV-38.1 | Affidavit and Beyond Control of                                                   | 1-11  |
| JW-39   | Pre-Adjudicative Detention Criteria                                               | 11-12 |
| JW-40   | Preliminary Inquiry Formal/Informal Processing Criteria<br>& Recommendations      | 11-12 |

|          |                                                                                             |       |
|----------|---------------------------------------------------------------------------------------------|-------|
| JW-40.1  | Unsuccessful Diversion Agreement                                                            | 1-11  |
| JV-41    | Affadit and Truancy Evaluation Form                                                         | 1-11  |
| JW-42    | Preliminary Inquiry Interview Summary                                                       | 11-12 |
| JW-42A   | Diversion Screening Tool                                                                    | 11-07 |
| JV-48    | Order Appointing Public Defender                                                            | 1-08  |
| JV-49    | Notice of Juvenile Rights and                                                               | 1-12  |
| JW-50    | CDW Letterhead (field offices)                                                              |       |
| JW-51    | CDW Business Card (blank)                                                                   | 7-98  |
| JW-52    | CDW Envelope (field offices)                                                                |       |
| JW-53    | CDW Envelopes – Window (field offices)                                                      |       |
| JW-54    | Forms Requisition                                                                           | 8-95  |
| JW-55    | CDW Record Destruction Form (for AOC use only)                                              | 8-04  |
| JW-56    | Truancy Diversion Program Pre-Compliant Tracking Card                                       | 6-06  |
| YFCS-1   | Confidential Report of Suspected Child & Adult Abuse/<br>Neglect/Dependency or Exploitation |       |
| CDW-5    | CDW Insurance Option Form                                                                   | 6-11  |
| CDW-9    | Certificate of Performance of Voluntary Community Service                                   | 6-11  |
| ®AOC-656 | Order of Discharge from CFC/DJJ Commitment                                                  |       |
| DNA-1    | Juvenile Dependency, Neglect, & Abuse Petition                                              | 7-12  |
| ®DNA-2   | Emergency Custody Order                                                                     | 6-12  |
| ®DNA-2.1 | Emergency Custody Order Affidavit                                                           | 6-12  |
| ®DNA-2.2 | Notice of Emergency Removal                                                                 | 1-11  |
| ®DNA-3   | Order Temporary Removal Hearing                                                             | 6-12  |
| ®DNA-4   | Order Adjudication Hearing                                                                  | 6-12  |
| ®DNA-5   | Order Disposition Hearing                                                                   | 6-12  |
| ®DNA-6   | Order Permanency Hearing                                                                    | 6-12  |
| ®DNA-7   | Juvenile Summons (DNA Proceeding)                                                           | 1-11  |
| DNA-8    | FINGAL-1 Guardian Ad Litem                                                                  | 4-09  |
| ®DNA-9   | Order Permanent Custody                                                                     | 1-11  |
| ®DNA-10  | Order Appointing Guardian <i>ad Litem</i>                                                   | 9-10  |
| ®DNA-11  | Fin Statement Affid of Indigence, Request for Counsel And<br>Order (DNA/TPR Cases)          | 1-11  |
| DNA-12   | Dependency, Neglect or Abuse Dispositional Report                                           | 1-11  |

### **CITIZEN FOSTER CARE REVIEW BOARD FORMS**

|          |                                                    |       |
|----------|----------------------------------------------------|-------|
| CFCRB-2A | Finding & Recommendations (for AOC use only)       |       |
| CFCRB-2B | CBS Response to CFCRB Questions (for AOC use only) |       |
| CFCRB-3  | Gold Card (for AOC use only)                       |       |
| CFCRB-4  | CFCRB Meeting Reminder Card (for AOC use only)     | 11-12 |
| CFCRB-5  | CFCRB Finding of (for AOC use only)                |       |
| CFCRB-8  | KY CFCRB Volunteer Application                     | 10-12 |
| CFCRB-9  | CFCRB Appointment Reminder                         | 10-12 |
| CFCRB-10 | CFCRB Reappointment Reminder                       | 10-12 |
| CFCRB-11 | CFCRB Noncompliance Notification                   | 10-12 |
| CFCRB-12 | CFCRB Case Selection Interested Party Review       | 10-12 |

**PRETRIAL FORMS**

|        |                                                                      |       |
|--------|----------------------------------------------------------------------|-------|
| PT-1   | PT Letterhead (field offices)                                        |       |
| PT-2   | PT Envelope (field offices)                                          |       |
| PT-3   | AOC Courtnet Disposition System Disclaimer(AOC use only)             |       |
| PT-4   | AOC PT Envelope (AOC use only)                                       |       |
| PT-6   | Forms Requisition                                                    |       |
| PT-7   | Multiple Inquiry Form                                                |       |
| PT-9   | AOC Courtnet Disposition System Disclaimer                           |       |
| PT-11  | Monthly Statistical Report                                           |       |
| PT-21  | Interview Form                                                       |       |
| PT-23  | Prior Criminal Record                                                |       |
| PT-26  | Court Report                                                         |       |
| PT-29  | Notice of Court Date                                                 | 3-08  |
| PT-30  | Interview Card                                                       |       |
| PT-35  | Bond Decision                                                        | 11-10 |
| PT-36  | Waiver (release form interview)                                      | 10-10 |
| PT-39  | Alcohol Intoxication Tracking Form                                   |       |
| PT-49  | Inquiry Into Court Disposition System                                |       |
| ®PT-50 | Court of Justice Incident Report                                     | 3-11  |
| PT-51  | Drive In/Walk In Request – PT Records (AOC use only)                 |       |
| PT-52  | Licensing Agency Request (website only)                              |       |
| PT-53  | Emergency Services Request (website only)                            |       |
| PT-54  | Youth Leader Multiple Inquiry (website only)                         |       |
| PT-55  | Youth Leader Request (website only)                                  |       |
| PT-56  | PTS Records Letterhead (AOC use only)                                |       |
| PT-57  | PTS Envelope #10 WW Window (AOC use only)                            |       |
| PT-58  | PTS Envelope #9 WW Address AOC in center (AOC use only)              |       |
| PT-59  | Release Recommendation (website only)                                | 6-12  |
| PT-60  | Monitored Conditional Release (website only)                         | 6-12  |
| PT-61  | Affidavit to Court of Violation of Conditional Release(website only) | 4-06  |
| PT-61A | Pretrial Acknowledgment of Drug                                      | 1-10  |
| PT-62  | Interview Detailed Report                                            | 6-12  |
| PT-63  | Diversion Program                                                    | 5-06  |
| PT-64  | Permission to Interview                                              | 8-09  |
| PT-95  | AOC Courtnet Licensing Disclaimer                                    |       |
| PT-96  | PT Insurance Diversion Program                                       |       |
| PT-97  |                                                                      | 3-11  |
| PT-98  | Pretrial Services Deferred Prosecution                               | 7-11  |

**SPECIAL JUDGE'S FORMS*****CIRCUIT***

|       |                                         |      |
|-------|-----------------------------------------|------|
| SJ-1  | Need for Special Judge                  | 4-05 |
| ®SJ-2 | Order Certifying Need for Special Judge | 5-06 |
| ®SJ-3 | Order Assigning Special Judge           | 7-96 |
| SJ-4  | Assignment of Special Judge             | 1-05 |

***DISTRICT***

|       |                                         |       |
|-------|-----------------------------------------|-------|
| SJ-5  | Need for Special Judge                  | 9-06  |
| ®SJ-6 | Order Certifying Need for Special Judge | 11-01 |
| ®SJ-7 | Order Assigning Special Judge           | 5-89  |
| SJ-8  | Assignment of Special Judge             | 7-96  |

***SENIOR***

|       |                                  |      |
|-------|----------------------------------|------|
| SJ-10 | Reporting Form for Senior Judges | 1-08 |
|-------|----------------------------------|------|

**FAMILY COURT FORMS**

|           |                                                                             |       |
|-----------|-----------------------------------------------------------------------------|-------|
| SJ-20     | Retired Judge voucher for Service as Special Judge                          | 2-09  |
| ®FC-1     | Counseling Compliance Show Cause Order                                      | 3-01  |
| FC-2      | Release of Information                                                      | 10-02 |
| FC-3      | Family Court Case-Data Information Sheet                                    | 11-11 |
| FC-4      | Family Court Volunteer Application                                          | 10-99 |
| FC-5      | Court Date Card                                                             | 11-99 |
| FC-6      | Court Date Reminder Post Card                                               | 3-00  |
| FC-7      | Family Court Brochure                                                       |       |
| FC-8      | Certificate of Completion                                                   |       |
| FC-9      | Order for Counseling                                                        | 1-02  |
| FC-10     | KY Family Court Sites Map (For Family Court only)                           |       |
| FC-11     | Divorce Education Program                                                   | 12-09 |
| FIT-1     | Families in Transition Certificate                                          | 10-06 |
| FIT-6     | Families in Transition pre-questionnaire                                    | 3-09  |
| FIT-7     | Families in Transition post-questionnaire                                   | 4-08  |
| FIT-9     | Families in Transition site évaluation                                      | 4-09  |
| FIT-10    | Families in Transition Court Notification of Completion(2-part certificate) | 5-10  |
| PE-1      | Parents' Education brochure                                                 | 4-09  |
| PE-2      | Parents' Education Workbook                                                 | 10-07 |
| PE-3      | Certificate of Attendance (Divorce Education Program for Parents)           | 3-09  |
| PE-4      | Certificate of Attendance (Divorce Education Program for Children)          |       |
| MED-ADR-1 | Continuing Mediator Education (CME) Reporting Form (smart form only)        | 10-07 |

|            |                                                        |      |
|------------|--------------------------------------------------------|------|
| MED-ADR-2  | Request For Mediation (smart form only)                | 8-05 |
| MED-ADR-3  | Mediation Letterhead (field offices)                   |      |
| MED-ADR-4  | Mediation Envelopes #10 (field offices)                |      |
| MED-ADR-5  | Mediation Envelopes #10 window (field offices)         |      |
| MED-ADR-6  | DCMP Mediation Evaluation Form Cards                   |      |
| MED-ADR-7  | Application to be Placed on the Mediator Roster        | 1-08 |
| MED-ADR-8  | Agreement to Mediate (smart form only)                 | 9-07 |
| MED-ADR-9  | Mediation Agreement (smart form only)                  | 9-07 |
| MED-ADR-10 | Mediation Referral (smart form only)                   | 2-07 |
| MED-ADR-11 | Mediation Report to Court (smart form only)            | 2-07 |
| MED-ADR-12 | Child Protection Mediation Agreement (smart form only) | 2-07 |
| MED-ADR-13 | Agreement to Mediate for Criminal                      | 2-09 |

## DRUG COURT

|         |                                                             |       |
|---------|-------------------------------------------------------------|-------|
| DC-1    | Drug Court Agreement of Participation                       | 10-12 |
| DC-2    | Drug Court Referral for Drug Testing                        | 2-12  |
| @DC-5   | Order Referring to Drug Court                               | 6-11  |
| DC-6    | Referral to Drug Court Probation Track                      | 3-06  |
| DC-7    | Drug Court Notice of Eligibility                            | 12-11 |
| @DC-8   | Order Transferring to Drug Court                            | 6-09  |
| DC-9    | Individualized Program Plan-Phase I                         | 4-12  |
| DC-10   | Individualized Program Plan-Phase II                        | 4-12  |
| DC-11   | Individualized Program Plan-Phase III                       | 4-12  |
| DC-12   | Authorization for Release of, or Request for, Information   | 4-12  |
| DC-13   | Drug Court Phase I Calendar                                 | 3-06  |
| DC-14   | Drug Court Phase II Calendar                                | 3-06  |
| DC-15   | Drug Court Phase III Calendar                               | 3-06  |
| DC-16   | Self Help Meeting Attendance Verification                   | 4-12  |
| DC-17   | Drug Court Case Notes                                       | 1-05  |
| DC-18   | Monthly Statistical Report                                  | 6-09  |
| DC-19   | Return to Court Slips (reminder notice)                     | 3-10  |
| DC-21   | Request for Criminal History                                | 3-10  |
| DC-23   | Affidavit of Violations                                     | 10-09 |
| DC-24   | Order of Termination                                        | 6-09  |
| DC-30   | Drug Court Intake Log                                       | 3-05  |
| DC-32   | Drug Court Exit Calendar                                    | 10-03 |
| DC-33   | Drug Court Procedures Manual                                | 1-08  |
| DC-34   | Drug Court Handbook                                         | 12-10 |
| DC-35   | Drug Court Letterhead (field offices)                       |       |
| DC-36   | Drug Court Envelope (field offices)                         |       |
| DC-38   | “Drug Court Works” – Book of Inspirations Volume 2          | 9-06  |
| DC-39   | Statement of Urinalysis Acknowledgment                      | 6-09  |
| DC-41   | Certificate of Achievement (printed at field offices)       |       |
| DC-42   | Drug Court Participant Survey                               | 11-04 |
| DC-43   | Participant Contact Record                                  | 2-05  |
| DC-44   | Affidavit of Administrative Discharge                       | 6-09  |
| DC-45   | DC Confidentiality Agreement (for non-team members)         | 3-10  |
| DC-46   | DC Confidentiality Agreement (for team members)             | 3-10  |
| DC-47   | Community Service Verification                              | 2-12  |
| DC-48   | DC Memo (Accepting/Not Accepting a Transfer Case)           | 3-10  |
| DC-49   | DC Memo (Information Regarding Previously Transferred Case) | 3-10  |
| DC-50   | Acknowledgment of Successful Completion of Drug Court       | 3-06  |
| DC-51   | DC Memo (Requesting Acceptance of a Transfer)               | 3-10  |
| DC-52   | Notice of Voluntary Termination from Drug Court (probation) | 6-09  |
| DC-52-A | Request Voluntary Termination                               | 6-09  |
| DC-55-A | Motion to Transfer                                          | 9-09  |
| DC-55-B | Order                                                       | 9-09  |
| DC-57   | DC Memo (Transfer Participant Meeting Verification)         | 3-10  |

|       |                                       |      |
|-------|---------------------------------------|------|
| DC-59 | Order to Testify                      | 2-07 |
| DC-60 | Participant Acknowledgment            | 2-07 |
| DC-61 | DC Graduation Certificate             |      |
| DC-63 | KY DC Recognizes & Congratulates      | 4-12 |
| DC-68 | Individualized Program Plan Aftercare | 4-12 |
| DC-69 | DC Travel Approval                    | 3-12 |

## PUBLICATIONS

|      |                                                                                |       |
|------|--------------------------------------------------------------------------------|-------|
| P-2  | Your Key to KY Courts                                                          | 6-11  |
| P-6  | Small Claims Court: General Info & Post-Judgment Collections                   | 9-11  |
| P-7  | You, The Jury: KY Juror Handbook                                               | 2-11  |
| P-9  | Domestic Violence . . . Putting the Pieces Back Together                       | 9-10  |
| P-10 | KY Pretrial Services . . . Releasing the Possibilities                         | 2-09  |
| P-12 | Judicial Conduct Commission: Preserving the Integrity of the Judiciary         | 3-12  |
| P-13 | District Judges Face Map                                                       | 1-11  |
| P-14 | Circuit Judges Face Map                                                        | 2-11  |
| P-16 | Pretrial Diversion Programs                                                    | 9-08  |
| P-17 | KCOJ Office of Minority Affairs                                                | 9-06  |
| P-18 | Guardian <i>ad Litem</i> Program                                               | 4-03  |
| P-19 | Court of Justice Employee Mediation Program                                    | 1-09  |
| P-20 | CDW Program – Making A Difference                                              | 8-10  |
| P-23 | KY Mock Trial Tournament brochure                                              | 9-07  |
| P-24 | Welcome to Jury Duty in Jefferson County, Kentucky                             | 6-12  |
| P-27 | Reporters' Guide to Kentucky Courts                                            | 6-11  |
| P-28 | Kentucky Drug Court: Saving Costs, Saving Lives                                | 8-11  |
| P-30 | Teen Court Promotional brochure                                                | 8-11  |
| P-32 | KY Citizen Foster Care Review Bd. Volunteer Training Manual (for AOC use only) | 6-09  |
| P-33 | KY Citizen Foster Care Review Boards brochure                                  | 1-10  |
| P-37 | Mediation Relations 101 for Kentucky Circuit Court Clerk (for AOC use only)    | 6-04  |
| P-38 | Bobby & The Court Designated Worker (for AOC use only)                         | 10-06 |
| P-39 | Permanency Mediation – A Guide for Parents                                     | 10-05 |
| P-40 | Families In Transition brochure                                                | 12-09 |
| P-41 | Kentucky Citizen Foster Care Review Board Handbook (for AOC use only)          | 10-11 |
| P-44 | Families In Transition Parents' Workbook                                       | 12-09 |
| P-45 | Families In Transition Adolescents' Workbook                                   | 12-09 |
| P-46 | Families In Transition Children's Workbook                                     | 12-09 |
| P-47 | Families In Transition Facilitator's Manual (for AOC Family Court use only)    | 2-10  |
| P-48 | Personnel Policies for KY Court of Justice (for AOC use only)                  | 5-05  |
| P-56 | KY Court of Appeals Basic Practice Handbook (for AOC use only)                 | 6-10  |
| P-58 | KLEO Program Brochure                                                          | 7-09  |

|       |                                              |       |
|-------|----------------------------------------------|-------|
| P-60  | KY Teen Court Student Training Manual        | 9-10  |
| P-64  | Assault in the 4 <sup>th</sup> Degree        | 9-06  |
| P-65  | Writing in Diversion (pending)               | 12-08 |
| P-66  | Art in Diversion                             | 4-07  |
| P-67  | Theatre in Diversion                         | 4-07  |
| P-68  | Multicultural in Diversion (pending)         | 5-08  |
| P-71  | Theft by Unlawful Taking Workbook            | 10-08 |
| P-75  | Kentucky CFCRB Annual Report                 | 2-11  |
| P-77  | KCOJ Truancy Diversion manual                | 11-08 |
| P-81  | Emergency Action Plan booklet                | 5-06  |
| P-82  | Divorce Mediation brochure                   | 1-09  |
| P-83  | KCOJ Truancy Diversion Program brochure      | 3-12  |
| P-84  | Responsibilities of GAL                      | 11-08 |
| P-85  | Court Mediation brochure                     | 2-09  |
| P-87  | A Best Practice Model for DNA Cases          | 10-06 |
| P-88  | Probate Guide for Pro se Litigants (pending) | 6-09  |
| P-92  | AOC Policy Manual                            | 10-07 |
| P-93  | Truancy Workbook                             | 2-09  |
| P-94  | CDW Training Manual                          | 3-11  |
| P-95  | KY COJ Recruitment brochure                  | 9-08  |
| P-100 | Circuit Court Clerks Directory               | 2-10  |
| P-101 | Personal Accts of KY Adult Drug Court        | 5-09  |
| P-102 | KY Teen Court Diversion Program              | 8-09  |
| P-103 | Supreme Court & Court of Appeals Map         | 1-11  |
| P-104 | Circuit Clerk Face Map                       | 2-10  |
| P-105 | CDW Brochure – Spanish                       | 9-10  |
| P-107 | KY Judicial Circuit Map                      | 2-11  |
| P-108 | KY Judicial District Map                     | 2-11  |
| P-109 | KY Supreme Court District Map                | 2-11  |
| P-110 | Justice E. McAnulty Jr., 1948-2007           | 6-10  |
| P-112 | Kids In Court                                | 10-12 |
| P-113 | Hardin County Resource Guide                 |       |
| P-114 | Drug Court Management Information System     | 6-11  |